

Rubric for Assessment of CTF Candidates under 13.6.1 (Appendix H)

Used for CTF hiring in: Global Studies, Social Entrepreneurship

Section A: Is the candidate qualified? (Yes/No)

- i. Does the candidate have the required academic and/or professional qualifications as posted?

Notes: Required qualifications, indicated in job ads, will vary depending on subfield and/or on professional skills content of classes (as per the job posting).

If No, then the PTAC is required to discontinue the evaluation.

- ii. Does the candidate have the relevant qualifications and experience to teach the course?

Notes: Demonstrated teaching, scholarly record and/or professional experience in the area of the posting (as per the job posting).

If No, then the PTAC is required to discontinue the evaluation.

Section B: Competency to teach the posted course (50 points max)

- iii. Currency and mastery of the subject matter (30 points) – must use the specific values below:
 - 30-excellent
 - 20-very good
 - 15-good
 - 10-satisfactory
 - 0-poor or no evidence

Notes: Additional degrees, past course syllabi, professional experience, scholarly activity, creative work, and other discipline-specific activities can be considered in this category. Each assessment factor must be relevant to the posted course and no assessment tool used to determine currency and mastery of the subject matter may rely exclusively on one criterion.

- Recent (last seven years) peer-reviewed publications relevant to the course: up to 15 points

- Recent conference presentations relevant to the course: up to 5 points
- Other professional experience relevant to the course: up to 10 points

- iv. Previous teaching or tutorial or lab experience in the posted or similar or substantially similar course(s) – total seniority points to a maximum of 10

Notes: The PTAC will award full points for Laurier seniority points in the posted course or substantially similar courses. Partial points (0.5 points) may be awarded for similar or substantially similar courses taught elsewhere.

Similar courses (determined by PTAC) may be defined as experience in similar courses taught at Laurier or elsewhere, and may also include TA experience and team-teaching. A substantially similar course(s) may include a course that appears in the Academic Calendar as a course exclusion or a course that encompasses substantially similar subject matter with the same or similar assessment techniques. Substantially similar courses are identified by the Department.

Partial points, to a maximum of 5, may be awarded for teaching relevant tutorials in the course or a substantially similar course at Laurier or elsewhere. Each tutorial shall count as 0.5 points.

The granting of full and/or partial points must be tied to specific courses/tutorials taught at Laurier or elsewhere.

- v. Ability to perform the duties of the course (10 points)

Notes: This may include an assessment of the candidate's ability, from other courses taught at Laurier or elsewhere, to teach in a specific type of instruction, or mode of delivery, or various class sizes, or with specific equipment or platforms; and to develop course materials including learning objectives, student assessments, etc.

- 10-excellent
- 7.5-good
- 5-satisfactory
- 2.5-limited
- 0-poor or no evidence

Notes: If total candidate score after Section B is less than 25, the PTAC is NOT required to continue the evaluation.

Section C: Teaching qualifications not specific to the posted course (30 points max)

- vi. Teaching-related experience (seniority points not already counted in b)ii), including courses taught, tutorials, labs, training (15 points)

Notes:

1. Teaching-related experience (max 15):
 - a. Total WLU seniority points, other than in the posted course or a substantially similar course (only include seniority points not already counted in section b) ii), (max 15 points)
 - b. If A is less than 15:
 - i. Partial points for courses or tutorials and labs taught elsewhere (max 5 points – 1 point per course and 0.5 points per tutorial)
 - ii. Teaching training (including but not limited to training related to pedagogy, equity, diversity, inclusivity, Indigeneity, anti-racism, anti-oppression, and accessible learning) (max 5 points)
- vii. Assessment of teaching skills, including teaching-related transferable skills demonstrated outside a teaching context (15 points) – (must use the specific values below)
 - 15-very good
 - 10-good
 - 5-satisfactory
 - 0-poor or no evidence

Notes: Student course surveys under Article 19, or equivalent from another institution, may be used as part of the assessment. No assessment of teaching qualifications may rely exclusively or primarily on student questionnaires or student opinions. Teaching-related transferable skills can include those related to mentoring, supervision, facilitation and training (if not already counted above). Assessments may also rely on statements of teaching philosophy and/or teaching dossiers, teaching awards, and evidence of professional development.

If candidate's total score after b) and c) is less than 40, the PTAC is NOT required to continue the evaluation.

Section D: Other relevant qualifications (20 points max) - (must use the specific values below)

- 20-very good
- 15-good
- 10-satisfactory
- 5-limited
- 0-no evidence

Notes: Other qualifications and experience must be relevant to the course, and can include the following:

- additional degrees or professional qualifications
- community engagement
- development of educational materials
- experience implementing the principles of equity, diversity, and inclusion into the classroom
- Indigenous knowledge systems
- pedagogical development
- post-doctoral experience
- professional development and/or experience

Section E: Comments for the Dean's Consideration

Notes:

- viii. Awarding of a course is subject to a Member's success in meeting the duties and responsibilities in Article 16. In this section, the PTAC may submit comments or express concerns regarding the candidate. If the Member has failed to maintain a record of satisfactory teaching and/or has failed to satisfy all requirements under Article 16, it is expected that there will be evidence that progressive consultations with the Member have failed to address concerns.
- ix. Has the PTAC identified an anomaly or trend in student course survey results that has caused concern? If yes, provide details, including evidence of consultations with the Member.